

MINUTES OF THE FIVE HUNDRED THIRTY-FIRST MEETING
OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room #Z-203
La-Z-Boy Center
7:30 p.m., January 28, 2013

Members present: William J. Bacarella Jr., Joseph N. Bellino Jr., William H. Braunlich, James DeVries, Marjorie A. Kreps, Linda Lauer, Mary Kay Thayer

Member absent: None

Also present: Randell Daniels, Suzanne Wetzel, Grace Yackee, Deb Beagle, Brian Lay, Molly McCutchan, Jean Ford, Joe Verkennes, Vinnie Maltese, Valerie Culler, Barbara McNamee, Paul Knollman, Pat Nedry, John Joy, Josh Myers, Kimberly Lindquist, Jim Blumberg, Jamie DeLeeuw, Mark Hall, Paul Hedeem, Barry Kinsey, Jim Ross, Tracy Vogt, David Waggoner, Joyce Haver, Cheryl Kehrer, Anthony Quinn, Parnella Baul, Peter Coomar, Judith Hamburg, Robert Boonin, Kay Lani Rafko-Wilson, Dione Oerther, Bill McCloskey, Michael Meyer, Charles Friedline, members of the public, Agora staff reporter, and Victoria McIntyre (recording secretary)

1. Chair Bacarella called the meeting to order at 7:30 p.m.
2. The Honorable Michael Weipert administered the Oath of Office to Marjorie Kreps and James DeVries who were elected at the November 2012 General Election.
3. *It was moved by Mrs. Thayer and seconded by Mrs. Kreps that the minutes of the regular meeting of November 19, 2012 be approved as presented.*

The motion carried.

4. Judith Hamburg spoke to the board on behalf of Concerned Citizens of the Whitman Center.
- B. 3. a. (1) 5. The Nominating Committee for Board Officers (Braunlich, Kreps, Lauer) made its recommendation for Board Officers.

It was moved by Mr. Bellino and seconded by Mrs. Thayer that William J. Bacarella, Jr. be elected Chair of the Board of Trustees for a two-year term; that William H. Braunlich be elected Vice Chair of the Board of Trustees for a two-year term; and that Linda Lauer be elected Secretary of the Board of Trustees for a two-year term.

Chair Bacarella called for nominations from the floor three times; being none, a vote was taken. The motion carried.

6. *It was moved by Mr. Braunlich and seconded by Mrs. Thayer that Suzanne M. Wetzel be named Treasurer of the Board of Trustees of the Community College District of Monroe County, Michigan for a two-year term.*

The motion carried.

- B. 3. a. (2) 7. *It was moved by Mr. Braunlich and seconded by Mrs. Thayer that the following resolution of commendation for Cathy Spearing be adopted:*

WHEREAS, Ms. Cathy Spearing has decided to retire from her position as Administrative Assistant, Whitman Center with Monroe County Community College, effective December 31, 2012, and

WHEREAS, she has been an outstanding member of the Whitman Center staff who has provided assistance and support for the director, full time and adjunct faculty, and Lifelong Learning instructors, and

WHEREAS, she has been committed to helping, assisting and supporting thousands of students as they pursue their college education, and

WHEREAS, she has strived to maintain and enhance her professional and technical skills and abilities, and

WHEREAS, during the past 22 years she has demonstrated an outstanding level of dedication to students, the Whitman Center, the Corporate and Community Services Division, and the college, and

WHEREAS, she has performed her duties and responsibilities with integrity, fairness, kindness, and steadfast dedication to the College, often volunteering time to become involved with Whitman Center activities, and

WHEREAS, she has always been ready, willing and able to adapt to change and support the smooth operation of the Whitman Center office.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Cathy Spearing for her dedicated service and contributions to the College, our students, and the community, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for her continued success, well being and happiness on this Monday, January 28, 2013.

The motion carried.

- B. 3. a. (3) 8. *It was moved by Mrs. Kreps and seconded by Ms. Lauer that the Board authorizes the President to execute contracts for the following faculty members:*

*Parnella Baul, Assistant Professor of Accounting
First year Probationary Contract
Effective January 7, 2013*

*Felice Moorman, Assistant Professor of Early Childhood Development
Second year Probationary Contract
Effective January 7, 2013.*

The motion carried.

- B. 3. a. (4) 9. *It was moved by Mrs. Kreps and seconded by Mrs. Thayer that the Board authorizes the President to execute a one year probationary professional staff contract for Charles Friedline, Academic Skills Coordinator (grant position) effective December 10, 2012.*

The motion carried.

- B. 3. a. (5) 10. “Closed Session – Monroe County Community College Faculty Association (MCCCFA) Negotiations” was moved to the end of the meeting.

- C. 2. a. (1) 11. The board received a thank you note from MCOP for donating space for a Homeless Awareness Week event.

- C. 2. a. (2) 12. The board received a thank you note from the Kerste family for a monetary gift at the death of Dean Kerste’s mother, Roberta Kerste.

- C. 2. a. (3) 13. The board received a thank you from the Monroe County Caprine Council for use of a classroom.

- C. 3. a. (1) 14. Vice President Wetzel reported on the following staff appointments and retirement:

Staff Appointment:

Charles Friedline, Academic Skills Coordinator, effective December 10, 2012

Parnella Baul, Assistant Professor of Accounting, effective January 7, 2013

Rachel Eagle, Administrative Assistant for Whitman Center, effective January 2, 2013 (transfer from temporary part-time Administrative Assistant for Whitman Center)

Retirement:

Cathy Spearing, Administrative Assistant for Whitman Center, effective December 31, 2012

- C. 3. a. (2) 15. The statement of General Fund Revenues and Expenditures for the period ending December 31, 2012 was presented.

Deb Beagle reported the college revenue at \$10 million and expenses at \$12 million. Expenses exceeded revenue by \$2 million compared to \$2.5 million at this time last year. To date, the college has collected \$3.8 million in property taxes. A set-aside payment of \$118,000 was made in December to Monroe Bank & Trust for the Tax Anticipation Note borrowing of \$6 million. Cash balance at the end of December was \$3.8 million.

The board also discussed the new personal property tax legislation and the impact on community colleges.

- C. 3. a. (3) 16. Vice President Wetzel reported on a change to Procedure 3.11(v) – Rules and Regulations for Awarding the Miss Monroe County Pageant Scholarship. The scholarship offering will increase from \$500 to \$1,000 for each Miss Monroe contestant. Representatives of Miss Monroe County Scholarship Pageant Kay Lani Rafko-Wilson and Dione Oerther spoke in support of the pageant and the importance of scholarship offerings to contestants. They thanked the board for \$58,000 of in-kind scholarship offerings since 2003.
- C. 3. b. (1) 17. Mark Hall, Director of Admissions distributed an Enrollment Statistics report for Winter semesters for the years 1999-2013. Headcount is down 4 percent from 2012. Out-of-county and out-of-state enrollment is up from last year. The highest-ever dual enrollment figure of 411 students was also reported.
- C. 3. b. (2) 18. John Joy, Dean of Corporate and Community Services, distributed reports reflecting non-credit enrollment numbers. Total enrollment is down 16 percent from 2012. Contract training for business and industry is down 21 percent from last year. Headcount at the Whitman Center is down 16 percent from a year ago.
- C. 3. b. (3) 19. Vice President Wetzel reported on The Foundation quarterly meeting held December 10, 2012. The annual financial audit was presented as well as reports on Title III; Career Technology Center; Strikes, Spares and Scholarships; CRD Conference; and grant-funded trips. Director changes were announced. It was recommended that \$20,000 be allocated for the Enhancement Grants Program. The annual fund goal is \$50,000 and 100 percent participation. The Marilyn Schroeder scholarship is close to endowment. New strategies for the Enhancement Program application process and awarding were discussed.

- C. 3. b. (4) 20. Jim Blumberg, Director of Physical Plant, reported that \$10 million has been spent on the Career Technology Center through December 2012. The building is about 80 percent complete. By the end of April, a certificate of occupancy could be obtained. Furniture is expected during May and June. Final details will be completed through the summer.
- C. 3. b. (5) 21. Group Four appointments to The Foundation will be reported at the February 2013 meeting.
- C. 4. b. (1) 22. Chair Bacarella appointed Trustees Bellino, Lauer and DeVries to serve on the Selection Committee for The Alumnus of the Year Award recipient. Trustees Braunlich, Kreps, and Thayer were appointed to serve on the Selection Committee for College Supporter of the year.
- C. 4. b. (2) 23. Upcoming events were noted. Vice Chair announced a Tribute to Congressman John Dingell for his 30 years of service to Monroe County on February 19. Hot Dogs and Hard Hats, an event to benefit the CTC, will be held February 7.
24. *It was moved by Mr. Bellino and seconded by Mrs. Kreps that the Board meet in closed session in accord with Sections 8(c) and 8(h) of the Michigan Open Meetings Act to discuss issues related to the negotiation of a collective bargaining agreement and a written opinion letter of counsel subject to attorney/client privilege.*

A roll call vote was taken as follows:

Yes: Kreps, Thayer, Braunlich, DeVries, Bellino, Lauer, Bacarella

No: None

The motion was carried and the meeting was closed at 8:28 p.m.

25. Open session resumed at 9:54 p.m.
26. The Board set Monday, February 18, 2013 at 6:00 p.m. for a special meeting to discuss parameters for hiring a new president.
27. *It was moved by Mrs. Thayer and seconded by Mr. Bellino that the meeting be adjourned.*

The motion carried, and the meeting was adjourned at 9:58 p.m.

Respectfully submitted,

William J. Bacarella Jr.
Chair

Linda Lauer
Secretary

vdm

These minutes were approved at the February 25, 2013 Board of Trustees meeting.